

Dirt, Gravel, and Low-Volume Roads

New Managers Overview

June 18, 2019





- **Program Background**
- **Topics for CD Managers**
 - QAB, CD Board, and Policy
 - Admin and education funds
 - Staff time
 - Additional Resources
 - Your Questions

Dirt, Gravel and Low Volume Road Maintenance Program (DGRLV)

Enabling legislation & purpose

Section 9106 of the Pa Vehicle Code (enacted 1997)

Provides funding for implementation of 'Environmentally Sensitive Maintenance' practices to reduce the impact of local 'unpaved' public roads, and the long term maintenance costs of ESM practices.

Funding:

Annual appropriation to the Dirt & Gravel Road fund (\$28.0M)

Allocated annually by the SCC

\$20.0M for D&GR projects, education & administration

\$8.0M For Low Volume Road projects

DGLVR Program

- Active partners:
 - SCC
 - Conservation Districts
 - Local municipalities
 - Center for Dirt & Gravel Road Studies (Center)

DGLVR Program

- **Partnership vehicle:**
 - Multi-year (5) contract between SCC & a conservation district.
 - Provides conduit for the distribution of program funds to municipalities
 - Provides funding for administrative activities performed by the conservation district.
 - Establishes reporting requirements.
 - ‘Online’ Geographic Information System(GIS) developed by the Center.
 - » Digitally maps and tracks all project locations, fund expenditures and other project deliverables (education, training, quality control activities.



- **Environmentally Sensitive Maintenance**
 - Reduced environmental impact
 - Better roads
 - Lower long-term maintenance costs

 **STATE: State Conservation Commission (SCC)**

COUNTY: Conservation District (CD)

COUNTY: Quality Assurance Board (QAB)

LOCAL: Grant Recipients



State Conservation Commission (SCC)

- **Administers statewide program.**
- **Allocates money to Conservation Districts.**
- **Quality Assurance Quality Control process.**
- **Program Coordinator:**
 - **Roy Richardson**
 - 717-787-2103
 - rrichardso@pa.gov

STATE: State Conservation Commission (SCC)

 **COUNTY: Conservation District (CD)**

COUNTY: Quality Assurance Board (QAB)

LOCAL: Grant Recipients

County Conservation District (CD)

- **Administer Program at county level.**
- Receive money based on roads & worksites.
- Work with applicants to develop work plans.
- Provide grants to successful applicants
- Conduct inspection after work is completed.
- Keep records and report to State annually.

STATE: State Conservation Commission (SCC)

COUNTY: Conservation District (CD)

 **COUNTY: Quality Assurance Board (QAB)**

LOCAL: Grant Recipients

Quality Assurance Board (QAB)

- **4 Member advisory board**
 - CD (Chair)
 - CD
 - NRCS
 - PAFBC
- **Recommends:**
 - County policy
 - Projects for funding

STATE: State Conservation Commission (SCC)

COUNTY: Conservation District (CD)

COUNTY: Quality Assurance Board (QAB)

 **LOCAL: Grant Recipients**

Grant Recipients: PUBLIC road owning entities

- **Typically townships, but others are eligible:**
other municipalities, PennDOT, Fish and Boat, Game Commission, etc.
- Must be “ESM Certified” within last 5 years.
- **Apply to Conservation District for funding.**
- Enter into contract with Conservation District.
- Complete project work or hire sub-contractors.

STATE: State Conservation Commission (SCC)

COUNTY: Conservation District (CD)

COUNTY: Quality Assurance Board (QAB)

LOCAL: Grant Recipients

How does the PSU Center fit in?



- Provide education, outreach, and technical assistance to all entities involved in the Program.
- Advisory capacity to SCC.
- GIS computer tracking system for projects.



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*Within the conservation district a Quality Assurance Board shall be impaneled to establish and administer the grant program. The four-member QAB is to be comprised of **a nonvoting chairman appointed by the conservation district directors** and **one local representative appointed by each of the following entities:***

- (1) The Federal Natural Resource Conservation Service*
- (2) The Pennsylvania Fish and Boat Commission*
- (3) The county conservation district*

If circumstances require, the chairman may vote to decide a tie vote.

- **Advisory only**
- **Recommends local policy**
- **Recommends project for funding**
- **Participation issues?**
- **Can have (designated) alternates.**

Administrative Funds

- Up to 10% of allocations
- Both D&G and LVR
- Up to 100% of funds can be used on projects!
- **Example expenses:**
 - Staff salary and benefits to administer the Program
 - Travel expenses related to Program administration
 - Office and technology expenses
 - Field equipment
 - Aggregate testing
 - Insurance
 - Vehicle expenses
 - Participation incentives
 - Traffic counters, grader blades, or other equipment to loan to applicants
 - Other administrative expenses pertinent to the Program
 - Demonstration projects (refer to section 3.4.6)

Administrative Funds

Administrative Spending Limitations:

- Purchase of equipment for townships or other applicants, including cost-sharing, is not allowed. It is acceptable to purchase equipment for loan/rent to applicants.
- Ensure that any funds used to purchase equipment for the district are proportional to the amount of time the equipment is used for Program purposes.
- Administrative funds must be spent within two years of receipt. The “banking” of administrative fund for multiple years is only allowed with written permission from the Commission.
- Staff and management salaries, including benefits, may be reimbursed only for time spent working directly on the Program.
- Other administrative expenditures for items such as vehicles, copiers, utilities, rent, etc. are eligible for reimbursement, but only if they are billed proportionally to the DGLVR Program based on full time equivalency required to administer the Program.

Education Funds

- Up to 10% of allocations
- Both D&G and LVR
- Up to 100% of funds can be used on projects!
- **Example expenses:**
 - Staff salary and benefits related to trainings, conferences, field days, and workshops (attending or hosting), technical assistance, or other outreach activities
 - Travel expenses related to above activities and for QAB or district board
 - Expenses of hosting workshops
 - Educational related office and technology expenses
 - Educational materials or advertisements.
 - Participation incentives
 - Promotional items or project signage
 - Traffic Counters, grader blades, or other equipment to loan to applicants
 - Expenses for potential grant applicants to attend educational and training events
 - Demonstration projects

Staff time

- **Available CD staff time is the single biggest predictor of Program success.**
- Remember only 9.5% of admin/edu funds were being used in 2016
- **Critical Times for CD Involvement:**
 - **Pre-app meeting**
 - Pre-con meeting
 - Project start
 - Project moves to new phase
 - Regular checking in
 - Project inspection and completion report




- Program Background
- Program Current Stats
- **Topics for CD Managers**
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 - **Additional Resources**
 - Your Questions

www.dirtandgravelroad.org

Welcome to Center for D x

Secure | <https://www.dirtandgravel.psu.edu>

Apps CDGRS Adobe Connect Login Constant Contact

 **PennState**
Center for Dirt and Gravel Road Studies

Login

C D G R S

HOME PA PROGRAM RESOURCES GENERAL RESOURCES EDUCATION / TRAINING NEWS & EVENTS CENTER

SCC PROGRAM OVERVIEW

CONSERVATION DISTRICTS

PROGRAM RESOURCES


QA/QC

LOW VOLUME ROADS

ADVISORY WORKGROUPS

PRODUCTS

DCNR BOF PROGRAM



Better Roads, Cleaner Streams

PA's Dirt Gravel and Low Volume Roads (DGLVR) Program provides local road-owning entities with grant funding for road and environmental improvements on unpaved and low-volume paved roads.

[More Info](#)

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WHAT'S NEW

2016 Annual Summary Report
The 2016 annual report highlights projects, practices, and expenditures for...


Updated: Approved Products List
Visit the [Products](#) page to download the updated...


UPCOMING EVENTS

JUN 20 **ESM Training: Huntingdon County**
Visit the ESM Course page for detailed information and to register...

JUN 27 **NAACC Culvert Training: State College Area**
2-day culvert assessment training and

QUICK LINKS

DGLVR Materials Calculator 

CDGRS Mapper 

ESM Trainings

- 1 person from CD and 1 person from QAB must be certified (5 years)**
- Remaining 2017 Schedule**
 - July 10 & 11: Lackawana
 - August 21 & 22: Warren
 - Sept 4 & 5: Crawford
 - October 8 & 9: Tioga
 - October 23 & 24: Armstrong
 - October 30 & 31: Columbia
 - November 19 & 20: Montgomery

Annual Workshop

- September 24-26 in State College
- Invited Speakers
- Concurrent Classroom Sessions
- Multiple Field Trips to 15+ road sites



Administrative Trainings

- For Conservation Districts
- Two held annually or as needed
- One scheduled for 9/24/19 in State College



Have a Question? Who to ask:



Roy Richardson

- **PROGRAM** Coordinator
- State Conservation Commission
- Pa Department of Agriculture
- rrichardso@pa.gov
- 717-787-2013

- **Policy**
- **Legal**
- **Allocation/replenishment**
- **QAQC**
- **General Questions**



Steve Bloser

- **CENTER** Director
- PSU Center for Dirt and Gravel Roads
- smb201@psu.edu
- 814-865-5355

- **Trainings**
- **Technical Assistance**
- **Outreach**
- **GIS/Reporting**
- **General Questions**



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